

## **House Supervisor (Nursing), Central Nursing Office**

### **Tracking Code**

20080449

### **Job Description**

Under general supervision of the CNO Director and in collaboration with the Clinical Nurse Managers, coordinates bed management and staff mix in the hospital to assure that effective nursing services are provided, and quality standards are met. A multidisciplinary team approach to care is utilized. Systematically evaluates the quality and effectiveness of nursing practice and nursing services, analyzing appropriate internal and external data and information to identify opportunities in collaboration with stakeholders for improving services and patient outcomes. Evaluates her/his own performance based on professional practice standards, relevant studies and regulations, and organizational criteria identifying areas of strength, as well as areas for professional/practice development. Decisions and actions are based on ethical principles and to foster a non-discriminatory climate in which care is delivered in a manner sensitive to socio-cultural diversity. Promotes research, and integrating evidence-based knowledge into the identification of best practice in the delivery of nursing care to the appropriate population. Promotes and monitors regulatory agency standards and customer service expectations for the practice of all aspects of nursing. Utilizes the ANA Scope and Standards of Practice and the Code of Ethics for Nurses with Interpretive Statements as the foundation for nursing practice. The RN interacts with and contributes to the professional development of peers and others practicing in a Shared Governance model of nursing practice. Ensures quality of care to patients and families represents "best in class". Monitors programs. Assures the satisfaction of internal and external customers. Provides leadership, direction and guidance to staff during their assigned shift. Effectively addresses personnel issues -just-in-time" in order to promote a productive and healthy work environment and forwards concerns to Clinical Nurse Manager. Coordinates information and assures effective communications between hospital departments. Serves as initial point of contact for hospital emergencies. Assists with after hours pharmacy needs. Validates and maintains accurate patient census. Performs hospital rounds during shift. Monitors operations and procedures, and facilitates processes that result in the continuous improvement of the overall hospital productivity and effectiveness. Leads charge nurse meetings to review patient caseload and acuity, and unit concerns; help to assure that appropriate services are provided to meet quality of care standards. Analyzes trends, and evaluates program requirements and resource utilization. Coordinates services with other programs. Works to assure compliance with all regulatory and accreditation requirements. Provides leadership, direction and guidance on professional responsibilities and technical skills. Compiles and maintains records, reports and statistical information for evaluation and planning. Reviews and maintains a variety of records and documents. Serves as a liaison between hospital and PCC departments, various Regional organizations and state and Federal agencies. Serves on committees, task forces and other groups.

**Required Skills**

Implement national nursing standards.

Effectively intercede with family and patients and resolve concerns related to the delivery of health care services.

Maintain and evaluate patient/client and staff data collection systems and processes to support the practice of nursing and the delivery of patient care.

Collaborate with nursing staff at all levels, interdisciplinary teams, executive officers, and other stakeholders in the development, implementation, and evaluation of programs and services.

Develop and implement recruitment and retention programs for staff.

Evaluate factors related to safety, outcomes, effectiveness, cost, and social impact when developing and implementing practice innovations.

Delegate responsibilities appropriate to licensure, education, and experience of staff.

Monitor and evaluate appropriate utilization of staff in collaboration with hospital wide stakeholders.

Utilize evidence-based practice to develop and implement standards of practice that guide practice improvement initiatives.

Recognize the diverse skill levels of individual staff members and the unique needs of the patient population

when developing staffing plans; ensures level of staffing for the level of acuity is appropriate for shift worked.

Operationalize the Shared Governance model of Nursing Practice and integrate point of care staff into decisionmaking.

**Required Experience**

Current registered nurse license in the State of Alaska. Baccalaureate degree in nursing preferred.

Certification is preferred. Within the last two years, continuing education for professional licensure (30 hours every 2 years) is required

Current Basic Life Support (BLS) card.

Work involves the potential for exposure to infectious diseases. Some non-standard work hours are required.

Current ACLS and TNCC card. PALS card preferred. ANMC is not a latex free environment therefore some latex exposure can be expected.